



DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town
CHARTERED 1749 INCORPORATED 1961

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MEMORANDUM

TO: Mayor and Town Council

FROM: Daniel E. Taber, Town Manager

DATE: July 2, 2012

RE: Town Manager's Report

During the month of June 2012, staff and I continued to spend a significant amount of time following up on issues and complaints that originated directly from citizens and through Town Council members. As mentioned last month, a new format for code violation notices and other notices of violations was developed and has been utilized in issuing several Notices of Violations throughout the Town. Town staff continues to attempt to get reasonable, timely, and voluntary compliance from property owners and tenants but lacking that, violations and fines will be issued.

Ginn Park Project

What a difference a month makes. As you know a ribbon cutting ceremony was held at the park in June to commemorate the beginning of the work on Phase One of the project. As a reminder, Phase One includes a parking area, a multi-purpose field, a basketball court, a small playground area and a pathway throughout the park. As of July 2nd, a majority of the basic site work for the project has been completed and I encourage all of you to drive by and take a look at the progress that has been made. I am especially pleased with the fact that three existing large trees and several smaller ones have been incorporated into the site plan to provide ready-made shade areas within the park. As a side note, the contractor located a small button on the site and a local historian has identified it as a circa 1870 to 1890 United States Marine Corp uniform jacket button. After some basic cleaning, the button will be turned over to the Town.

Potomac Landfill

I met with representatives of Potomac Landfill, Inc. and spoke to them at length about their future plans for the landfill. I can tell you with certainty that they plan on appearing before the Town Council sometime after November in open session to bring forth a proposal to get the Town's approval to go vertical (higher) at the landfill while at the same time formally giving up their ability to go horizontally (wider) as stipulated in an existing order from the Circuit Court. In addition, I understand that they would be willing to agree on a closure date significantly sooner than the estimated 2050 closure date if they used all of the currently existing fill space at the landfill by going horizontally. Since Town Council has asked that monthly updates be provided, I thought it prudent to prepare you for the discussion that will take place several months from now. You will all soon be provided with a binder from Potomac Landfill for you review that will set the stage for their November presentation.

First Town Center Project

There are no new significant developments to report regarding this matter. We have requested additional information from the developer that has yet to be provided.

Refunding the 2003 Bond

We are still on track to complete this refunding effort on schedule.

County Fire Marshal Services

Staff and I met with the Prince William County Fire and Rescue Department Battalion Chief Curt Brodie and discussed the possibility of getting additional assistance from them in conducting fire code related inspections and placing notices of violations and charging criminally if needed. In addition, there was conversation concerning their office doing certain parts of site plan reviews as they pertain to fire suppression system installation and other code issues. I thought that the discussion was very positive and over the next few months County and Town staff will attempt to develop a Memorandum of Understanding concerning providing additional services to the Town.

Capital Improvement Plan (CIP)

Staff has met with representatives from the Berkley Group concerning the development of an updated, professional CIP. We have agreed on the introduction to the plan that explains the purposes of a CIP and clearly sets out the necessity of having such a plan in place and keeping it current. In the near future, meetings will be held with Department Heads to solicit items and projects to be included in the CIP. As promised during FY 12 Budget sessions, the CIP will be provided to Council immediately after the FY 13 mid-year budget adjustments and before the initial presentation of the FY 14 budget proposal.

Severe Weather Event – June 29 – 30, 2012

As you are all aware by now, the entire Metropolitan area was struck by a severe weather incident starting on Friday and lasting into early morning Saturday, June 29 - 30. Weather officials estimated winds of between 50 – 80 mph and the Governor's office said that the winds were the highest recorded in Virginia outside of a hurricane event. It should be noted that the area was suffering from extreme heat for several days before the incident and just prior to the storm, Town staff had been handling a major water main break on Route 1 and a downed power line (not storm related) that had closed Mine Road.

Significant weather related damage occurred within the Town but a majority of it involved loss of power and fallen trees on private property, with both phone and electric wires down in several areas across the Town. Cell phone coverage throughout the Town was almost non-existent for two days. The Chief of Police, Public Works Director and I conducted a damage assessment early Saturday morning and a contract crew with equipment was on site and clearing fallen trees and limbs on streets and the right of way by 9:00 AM. Power was not restored in some areas of Town until Sunday morning despite Town staff's attempts to intercede on the part of homeowners without power. There are still some isolated power outages as of today and exact numbers and locations cannot be accurately determined.

In addition to small trees and limbs blocking Town streets and right-of-ways, several large branches had fallen onto the South side of Town Hall, with no apparent structural damage involved. Several huge tree limbs fell at Merchant Park doing damage to a neighbor's fence (vacant house). A tree on Town property in a storm water management pond area off Tebbs Lane fell onto a resident's shed and will have to be removed as well. The remainder of damage as already stated was on private property and a significant amount of the fallen trees and limbs involved were in the process of being removed by Monday morning.

An initial review of the Town's response to the storm was conducted Monday morning and I would have to say that given the total circumstances involved, I would rate our overall response as a 9 out of 10. Staff has recommended that we purchase six inexpensive two-way radios that we can use in emergency

situations to provide communications in the field when cell phone coverage goes out. I intend to procure those radios within thirty days.

Road Repairs on Private Property

In the past two months there has been discussion during Council meetings concerning the damage to the roadway and unsafe conditions on the roadway that passes through the Chevron Station lot between Route 1 and Old Stage Coach Road. The property owners involved have advised that the damage to the roadway is being caused by large trucks carrying automobiles that are cutting through the property to pick up and deliver autos at several locations along Old Stage Road. Temporary repairs have been made to the roadway by the property owners and they are developing a median building plan that will discourage trucks from using the cut-through in the future.

VML Driver Training Program

On June 7th, the second and final four-hour VML Driver Training Program for Town employees was conducted at Town Hall. As a result of our completion of the program, our vehicle insurance rates will be reduced by 5%.

Other Various Town Manager Activities for June

- Daily Administrative Responsibilities
- Staff Meetings
- Regular Council Meeting
- Briefings and Meetings with Town Attorney On Several Issues
- Individual Meetings with Staff
- Individual Meetings and Telephone Conversations with Council Members
- Individual Meetings and Conversations with Citizens
- Personnel Related Meetings
- Weekly Drive-Through of the Town
- Hampstead Landing HOA Meeting

Should you have any questions or concerns, please contact me.